

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Chief, Admin Staff

DATE: 4 September 1953

FROM : Deputy Chief of Logistics

SUBJECT: Review of Organization, Functions and Staffing of Admin Staff

The Chief of Logistics has directed the date for submitting the detailed statements required in attached memorandum be postponed to 19 October. You will take the necessary action to inform the Chief of I&R Staff as to the contents of this memorandum and make every effort to complete the required statements prior to the date designated herein.

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*Copy delivered to Secy for Chief of R. 9/3/53  
do not detach from I & R memo of 9/3/53*